



## AGENDA – Monday, June 19, 2017

**6:30 p.m. City Council Workshop**

**7:00 p.m. City Council Meeting**

Long Beach City Hall  
115 Bolstad Avenue West

### 6:30 p.m. COUNCIL WORKSHOP

- **WS 17-14- Zoning Amendments – TAB A**

### 7:00 p.m. CALL TO ORDER; PLEDGE OF ALLEGIANCE; AND ROLL CALL

Call to order	Mayor Phillips, Council Member Linhart, Council Member McGuire,
And roll call	Council Member Murry, Council Member Hanson & Council Member Kemmer.

### PUBLIC COMMENT

At this time, the Mayor will call for any comments from the public on any subject whether or not it is on the agenda for any item(s) the public may wish to bring forward and discuss. Preference will be given to those who must travel. **Please limit your comments to three minutes. The City Council does not take any action or make any decisions during public comment.** To request Council action during the Business portion of a Council meeting, contact the City Administrator at least one week in advance of a meeting.

### CONSENT AGENDA – TAB B

All matters, which are listed within the consent section of the agenda, have been distributed to each member of the Long Beach City Council for reading and study. Items listed are considered routine by the Council and will be enacted with one motion unless a Council Member specifically requests it to be removed from the Consent Agenda to be considered separately. Staff recommends approval of the following items:

- Minutes, June 5, 2017 City Council Meeting
- Payment Approval List for Warrant Registers 57100-57156 & 81677-81788 & 959747 for \$293,690.65

### BUSINESS

- **AB 17-42 – SUP 2017-07 Long Beach Amusements Revision - TAB C**
- **AB 17-43 – SUP 2017-08 Long Beach Amusements – Food Truck – TAB D**

### DEPARTMENT HEAD ORAL REPORTS CORRESPONDENCE AND WRITTEN REPORTS – TAB E

- **Water Department Monthly Report**
- **Wastewater Department Monthly Report**
- **Parks, Streets and Stormwater Monthly Report**
- **Evergreen Rural Water of Washington Newsletter**
- **LBPVB Monthly Report**
- **Thank You Letter to the Long Beach Fire Department**

### FUTURE CITY COUNCIL MEETING SCHEDULE

The Regular City Council meetings are held the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 7:00 PM and may be preceded by a workshop.  
July 3, 2017, July 17, 2017 and August 7, 2017

### ADJOURNMENT

American with Disabilities Act Notice: The City Council Meeting room is accessible to persons with disabilities. If you need assistance, contact the City Clerk at (360) 642-4421 or advise City Administrator at the meeting.



TAB - A

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**CITY COUNCIL  
WORKSHOP BILL  
WS 17-14**

**Meeting Date: June 19, 2017**

**AGENDA ITEM INFORMATION**

<b>SUBJECT: 2017 Code Amendments</b>	<b>Originator:</b>	
	Mayor	
	City Council	
	City Administrator	
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	AS
	Events Coordinator	
	Finance Director	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Water/Wastewater Supervisor	
<b>COST:</b> Unknown		

**SUMMARY STATEMENT:** Discussion on definitions/regulations below, staff has highlighted examples and seeks Council input.

**Suggested amendments**

**Commercial zones–**

1. Food Trucks
2. Signs



# Chapter 14

## SIGNS

### 12-14-1: PURPOSE AND APPLICABILITY:

The purpose of this chapter, including article A, is to protect the safety and orderly development of the community through the regulation of signs and sign structures and further the implementation of the comprehensive plan. The orderly development of the community requires striking a balance between the needs of businesses to advertise and the desire to maintain an aesthetically pleasing environment. The regulation of signs is an important element in promoting local business while ensuring a safe and attractive community. (Ord. 849, 8-17-2009)

### 12-14-2: CONFORMANCE TO CODES AND CITY REGULATIONS:

Any sign hereafter erected shall conform to the provisions of this chapter, and [article A of this chapter](#), and the provisions of the building code and any other applicable ordinance or regulation within the city. (Ord. 849, 8-17-2009)

### 12-14-3: PERMITS:

- A. Permit Required; Owner Responsibility: Unless specifically exempted, a sign permit must be obtained as required in this chapter. A building permit may also be required from the building inspector for the erection and maintenance of all signs erected or maintained within the city, and in accordance with all other applicable regulations and ordinances of the city. Exemptions from the necessity of securing a permit, however, shall not relieve the owner of the sign from responsibility for its erection and maintenance in a safe manner, and in a manner in accordance with all the other provisions of this chapter, and [article A of this chapter](#). The permit application shall be accompanied by the written consent of the owner or lessee of the premises upon which the sign is to be erected.
- B. Permit Fees: Permit fees to erect, alter, or relocate a sign shall be in accordance with the fee schedule adopted by resolution of the city council.
- C. Permit Exemptions: The following shall not require a permit; these exemptions shall not be construed as relieving the owner of a sign from the responsibility of its erection, maintenance and

its compliance with the provisions of this chapter or any other law or ordinance regulating the same:

1. The changing of the advertising copy or message on a lawfully erected sign designed for the use of replaceable copy.
2. Painting, repainting or cleaning of a lawfully erected sign structure.
3. Temporary decorations customary for special holidays, such as Christmas and Independence Day, erected entirely on private property.
4. Exempt signs as specifically stated in section [12-14-9](#) of this chapter. (Ord. 849, 8-17-2009)

#### 12-14-4: TRAFFIC VISIBILITY:

No sign or sign structure shall be erected at the intersection of any street in such a manner as to obstruct free and clear vision, nor at any location where by its position, shape, or color it may interfere with or obstruct the view of or be confused with any authorized traffic sign, signal or device. All signs must comply with vision clearance triangle requirements as found in section [12-13-10](#) of this title except as may be permitted by section [12-14A-18](#) of this chapter. (Ord. 849, 8-17-2009)

#### 12-14-5: SIGNAGE ALLOCATION:

- A. Permitted Sign Area And Type: The total sign area, type and height shall be as specified by the sign matrix in this section. Additional restrictions on specific sign types as provided in [article A of this chapter](#) shall also apply.

##### SIGN MATRIX

District	Total Signage Allocation	Permitted Signs	Prohibited Signs
R1, R1R, S1	1 per street frontage per residence, 3 sq. ft. each sign; signage for home occupations shall not exceed 3 sq. ft. and shall be included in this allocation	Wall signs; monument signs; temporary signs	Temporary signs for home occupations; off premises signs; projecting signs; portable signs; illuminated, moving, or flashing signs
R2,	Same as R1, plus group sign of 3 sq.	Wall signs; monument	Temporary signs



R2R, R3, R3R, S2	ft. per dwelling unit up to 24 sq. ft. per street frontage for multi-family developments; signage for home occupations, vacation rentals and bed and breakfasts shall not exceed 3 sq. ft. and shall be included in this allocation	signs; temporary signs	for home occupations; off premises signs; projecting signs; portable signs; illuminated, moving, or flashing signs
S3, S3R, S3M, AC	Group sign of 3 sq. ft. per dwelling unit up to 24 sq. ft. per street frontage for multi-family developments; 100 sq. ft. for commercial developments, plus 1 4-sq. ft. sign per commercial occupant	Wall signs; monument signs; temporary signs	Temporary signs for home occupations; off premises signs; projecting signs; portable signs; illuminated, moving, or flashing signs
S4	4 sq. ft.	Only temporary signs as permitted by the city council	All other signs
OT and OTW - each single business property	50 sq. ft. for the first street frontage and 25 sq. ft. for each additional street frontage, including 1 freestanding sign not to exceed 15 sq. ft.	Wall signs; projecting signs; freestanding signs; off premises signs; way finding signs; temporary signs; individual letter signs	Internally illuminated signs; moving or flashing signs
OT and OTW - each multiple-tenant building	2 sq. ft. per linear foot of street frontage up to 150 sq. ft., including 1 freestanding sign up to 35 sq. ft.	Wall signs; projecting signs; freestanding signs; off premises signs; way finding signs <sup>2</sup> ; temporary signs; individual letter signs	Internally illuminated signs; moving or flashing signs
OT and OTW - each multiple-building complex	1 sq. ft. per linear foot of street frontage up to 75 sq. ft., including 1 freestanding sign up to 25 sq. ft.; 1 wall sign not to exceed 1 sq. ft. per foot of wall frontage per business	Wall signs; projecting signs; freestanding signs; off premises signs; way finding signs <sup>2</sup> ; temporary signs; individual letter signs	Internally illuminated signs; moving or flashing signs
C1, C2, LI, RC - each single business	100 sq. ft., including 1 freestanding sign not to exceed 25 sq. ft.	Wall signs; projecting signs; freestanding signs; internally illuminated signs <sup>1</sup> ; off premises signs; way	Moving or flashing signs

property		finding signs <sup>2</sup> ; temporary signs; individual letter signs	
C1, C2, LI, RC - each multiple- tenant building	2 sq. ft. per linear foot of street frontage up to 175 sq. ft., including 1 freestanding sign up to 50 sq. ft.	Wall signs; projecting signs; freestanding signs; internally illuminated signs <sup>1</sup> ; off premises signs; way finding signs <sup>2</sup> ; temporary signs; individual letter signs	Moving or flashing signs
C1, C2, LI, RC - each multiple- building complex	1 sq. ft. per linear foot of street frontage up to 100 sq. ft., including 1 freestanding sign up to 50 sq. ft.; in addition, each business may have 1 wall sign not to exceed 1 sq. ft. per linear foot of wall frontage	Wall signs; projecting signs; freestanding signs; internally illuminated signs <sup>1</sup> ; off premises signs; way finding signs <sup>2</sup> ; temporary signs; individual letter signs	Moving or flashing signs
P, PR	100 sq. ft. per street frontage, including 1 freestanding sign not to exceed 25 sq. ft.	Wall signs; projecting signs; freestanding signs; off premises signs; way finding signs <sup>2</sup> ; temporary signs; individual letter signs	Moving or flashing signs; internally illuminated signs

## Notes:

1. Internally illuminated signs permitted in C1 and RC only, provided the signs are located on frontage facing Pacific Avenue. Internally illuminated signs shall count against the sign allocation at a 2:1 ratio. Each square foot of an internally illuminated sign shall be calculated as 2 square feet.

2. Way finding signs are permitted in OT, RC, C1, P and PR zones only, subject to city council approval.

B. Materials: Signs may be made of any material, other than chipboard; provided, that the sign shall complement the property upon which the sign is erected and shall be durable; wood and paint is preferred. For signs in zones requiring design review, the standards for buildings in those zones shall be used as a guide for sign design.

C. Double Faced Signs: Only one side of a double faced sign shall be counted toward the sign area, provided only one side is visible from a single vantage point, such as a freestanding and projecting sign.



D. Sign Height: The maximum height of a freestanding sign, including all components of the support structure, cabinet and lighting, if any, shall be as set forth in the following table:

#### SIGN HEIGHT

District	Maximum Height <sup>1</sup>
OT	8 feet
OTW	12 feet
C1	16 feet
RC	16 feet
C2	16 feet
L1	16 feet
P	16 feet
PR	16 feet
All other districts	6 feet

Note:

1. All signs must comply with the traffic visibility requirements of section [12-14-4](#) of this chapter and section [12-13-10](#) of this title.

(Ord. 849, 8-17-2009)

### 12-14-6: MAINTENANCE, REPAIR OR REMOVAL:

#### A. Maintenance:

1. Every sign shall be kept in good condition and repair.
2. The building inspector shall determine whether or not a sign is in good condition or repair. The administrative decision of the building inspector may be appealed as provided in this title. In evaluating whether or not a sign meets the objective in this subsection, the building inspector will evaluate each sign on a case by case basis using some or all of the following criteria to assist in making a determination; however, additional consideration may be given to other factors at the sole discretion of the building inspector:

- a. Is the sign intact to include the face, structure, and all other attached components; or

- b. Is the sign face damaged; or
  - c. Is the sign faded, illegible, peeling, or chipped; or
  - d. Is the illumination functional; or
  - e. Does the sign present a neat, clean and attractive appearance; or
  - f. Does the lack of maintenance or repair create a condition such that the sign detracts from the aesthetics of neighboring properties.
- B. Dangerous Condition; Sign Removal: In cases where there exists an immediate danger to public safety, the building inspector shall have the authority to immediately remove or cause to be removed any sign, at the expense of the owner as provided in section [12-14-13](#) of this chapter.
- C. Nonconforming Signs:
- 1. Structural repairs to nonconforming signs shall not be permitted.
  - 2. Repainting and minor repairs to nonconforming signs shall be permitted, provided the total cost of the repairs does not exceed fifty percent (50%) of the estimated replacement cost of the sign with a conforming sign at the time of the repair or two thousand five hundred dollars (\$2,500.00), whichever is less.
- D. Sign Alterations; Conformance, Permit: No sign shall be structurally altered, enlarged or relocated except in conformity to the provisions herein, nor until a proper permit, if required, has been secured.
- E. Signs Subject To Design Review Standards: The changing copy, business names, lettering, sign faces, colors, display and/or graphic material, or the content of any conforming sign shall not be deemed a structural alteration but shall be subject to the design review standards of [chapter 10](#) of this title. (Ord. 849, 8-17-2009)

## 12-14-7: COMPUTATION OF FRONTAGE:

If a premises contains walls facing more than one property line or encompasses property frontage bounded by more than one street, the sign area(s) for each building wall or property frontage will be computed separately for each building wall or property line facing a different frontage, and each wall shall only be counted once. Walls resulting from building recesses that are not visible from the property line shall not be counted as additional frontage. The sign area(s) thus calculated may then be applied to permitted signs placed on each separate wall or property line frontage, as set forth in the sign matrix. The total sign allocation is based only on frontage that faces a public way. Placement of



signs on sides without any allocated signage shall be counted towards the total sign allocation. (Ord. 849, 8-17-2009)

## **12-14-8: PROHIBITED SIGNS:**

The following are specifically prohibited and illegal:

- A. Signs located in such a manner as to obstruct or otherwise interfere with an official traffic sign, signal or device, or which obstruct or interfere with a driver's view of approaching, merging or intersecting traffic.
- B. Except as provided in sections [12-14A-10](#), [12-14A-14](#), [12-14A-15](#) and [12-14A-16](#) of this chapter, signs encroaching upon or overhanging any street or public right of way.
- C. No sign shall be attached to any utility pole, light standard, street tree or any other public facility located within the public right of way.
- D. Signs that blink, flash or are animated by lighting in any fashion.
- E. Portable signs, except for temporary signs as set forth in sections [12-14-10](#) and [12-14A-11](#) of this chapter.
- F. Advertising vehicles or any sign attached to, or placed on, a vehicle or trailer parked on any public or private property, except for signs meeting the following conditions:
  - 1. The primary purpose of such vehicle or trailer is not the display of signs.
  - 2. The signs are magnetic, decals, or painted upon an integral part of the vehicle or equipment as originally designed by the manufacturer, and do not break the silhouette of the vehicle.
  - 3. The vehicle or trailer is in operating condition, currently registered and licensed to operate on public streets when applicable, and actively used or available for use in the daily function of the business to which such signs relate.
- G. Balloons, streamers, pennants, or pinwheels, except those temporarily displayed as part of a special sale, promotion or community event, as set forth in section [12-14A-12](#) of this chapter. For

the purposes of this subsection, "temporarily" means no more than a total of sixty (60) days in any calendar year.

H. Any sign constructed upon or attached to the roof of a building or structure. For the purposes of this subsection, the face of a mansard roof or fascia shall not be considered to be a part of the roof.

I. Billboards.

J. Inflatable signs. (Ord. 849, 8-17-2009)

### **12-14-9: EXEMPT SIGNS:**

The following signs shall be exempt from the provisions of this chapter. However, no sign shall be exempt from the requirements set forth in sections [12-14-4](#) and [12-14-6](#) of this chapter.

A. Official notices authorized by a court, public body, or public safety official.

B. Directional, warning or information signs authorized or required by federal, state, or municipal governments.

C. Memorial plaques, building identification signs and building cornerstones when cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure.

D. The flag of a government or noncommercial institution, such as a school.

E. Religious symbols and seasonal decorations within the appropriate public holiday season.

F. Nonelectrical street address signs, or combination nameplate and street address signs attached to a building, which contain no advertising copy and which do not exceed six (6) square feet in area.

G. Historical markers.

- H. Signs visible through a window in the C1, C2, RC, OT, and OTW zones; provided, that the sign(s) do not occupy more than forty percent (40%) of the total window space facing any street.
- I. Kites and similar objects that do not include any advertising and are displayed in a fashion that complies with all other provisions of this chapter are not considered signs and are therefore exempt.
- J. Sponsorship signs placed on ball field fences during the season, subject to approval by the administrator as to size and design.
- K. Advertising of area activities or events sponsored by not for profit groups or organizations on changeable signs.
- L. One real estate sign per lot or per frontage, whichever is greater, while the property is currently for sale, provided the sign may remain in place for up to thirty (30) days following the sale of the property.
- M. Existing decorative features. Decorative features on buildings that were in place on January 1, 1975, that could be considered a sign shall be exempt, provided they remain in the same location, are consistent with the theme of the community as described in the comprehensive plan and expressed in design guidelines as amended and are maintained as provided in section [12-14-6](#) of this chapter.
- N. Existing unique decorative features. Upon approval by the city council, property owners may request existing decorative features be declared unique decorative features and therefore exempt from the sign regulations, provided the feature was in place prior to January 1, 2000, and the feature is determined to be unique to the history of the city. Determinations by the city council shall be final and not subject to appeal.
- O. Property management sign. One sign, not to exceed two (2) square feet per property, containing only the name and phone number(s) of the property management company for a vacation rental located in the R2R or S2 zone shall be exempt from the signage area requirement. It may be mounted on the building wall or ground mounted, as necessary, to provide the best visibility from the street. (Ord. 849, 8-17-2009)



## **12-14-10: TEMPORARY SIGNS:**

Temporary signs shall be permitted in all zoning districts and only in conjunction with a special event or promotion as provided in section [12-14A-12](#) of this chapter and subject to the following limitations:

- A. No more than one such sign may be displayed on any property.
- B. Temporary signs located on a single residential lot shall be limited to not greater than four (4) square feet per side and are not permitted for home occupations.
- C. Temporary signs for all other zones shall not exceed an aggregate of thirty two (32) square feet.
- D. No temporary sign shall be displayed for more than sixty (60) days in a calendar year.
- E. No temporary sign shall contain any component that moves or flashes.
- F. No temporary sign shall interfere with the vision clearance triangle.
- G. Temporary signs shall be located on the same property as the special event or promotion. (Ord. 849, 8-17-2009)

## **12-14-11: ABANDONED SIGNS:**

- A. Abandoned signs must be removed within thirty (30) days of the close of the business or activity. With the approval of the administrator, conforming sign structures may remain in place, provided the owner submits a plan for removing the obsolete copy and replacing or covering the message area in such a fashion as to preserve the investment in the sign without advertising the former use of the property, using materials that do not detract from the aesthetics of the building. Failure to comply with this requirement will result in the sign becoming illegal.
- B. For the purposes of this section, a sign for a seasonal business that only operates during recurring times of the year with the intent to reopen shall not be considered an abandoned sign; provided,

that a temporary sign is attached indicating "Closed For The Season" or "Will Reopen Month/Year". (Ord. 849, 8-17-2009)

## **12-14-12: NONCONFORMING SIGNS:**

A. Signs Allowed Subject To Limitations: Any sign legally existing at the time of the passage of this chapter that does not conform in use, location, height, or size with the regulations of the zone in which such sign is located shall be considered a legal nonconforming use or structure and may continue in such status until such time as it is either abandoned or removed by its owner, subject to the following limitations:

1. No sign shall be structurally altered unless it is made to conform to this chapter.
2. No billboard or temporary sign shall be considered to be a legal nonconforming sign.
3. Property owners with multiple nonconforming signs may replace some or all of the nonconforming signs provided all other requirements of this regulation are met.
4. WSDOT and wayfinding signs shall not count against the limit on off premises signage.

B. Nonconforming Sign Inventory: The administrator shall, as soon as practicable, survey the city for signs which do not conform to the requirements of this chapter. Upon determination that a sign is nonconforming or illegal, the administrator shall use reasonable effort to so notify in writing the sign owner and where practicable the owner of the property on which the sign is located. Notification shall include:

1. Whether the sign is nonconforming or illegal.
2. Whether the sign may be eligible for a nonconforming sign permit.
3. Notice that the sign must be removed or made conforming not later than December 31, 2017.
4. If the identity of the sign owner cannot be determined after reasonable inquiry, the notice may be affixed in a conspicuous place on the sign or on the business premises with which the sign is associated.

C. Nonconforming Sign Permits:

1. Eligibility: An on premises or off premises nonconforming sign may be issued a nonconforming sign permit. Nonconforming sign permits shall not be issued for illegal, prohibited, or temporary signs.
2. Permit Required: A nonconforming sign permit is required for all eligible nonconforming signs in the OT, OTW, C1 and C2 zones. The sign owner shall obtain the permit within one hundred eighty (180) days of notification by the city. Applications for a nonconforming sign permit shall



contain the name and address of the sign user, the sign owner, and the owner of the property upon which the sign is located, and such other pertinent information as the administrator may require to ensure compliance with this chapter. The administrator may waive specific submittal requirements determined to be unnecessary for review of an application.

3. Permit Issuance: Any person submitting an application for a nonconforming sign permit shall use the forms provided by the city. The administrator shall issue nonconforming sign permits upon a determination of eligibility. The administrator may require the filing of plans or other pertinent information where such information is necessary to determine compliance with this chapter. Appeals shall be filed in accordance with this chapter. Should an appeal be filed, the city shall not take any action until the appeal has been acted upon and the applicant notified of the final disposition.

4. Permit Expiration: The nonconforming sign permit shall expire on December 31, 2017.

D. Loss Of Legal Nonconforming Status: Nonconforming signs shall either be removed or immediately brought into compliance with this chapter upon the occurrence of one or more of the following events:

1. When a nonconforming sign permit is required but not obtained within one hundred eighty (180) days of notice of nonconformance; or
2. Damage of fifty percent (50%) or more in the replacement cost of either the nonconforming sign or the structure to which it is affixed; or
3. Failure to maintain the sign in good repair, to include regular painting and rust removal.

E. Maintenance: Ordinary maintenance and repair of a sign, including a sign face or message change that does not increase the sign face area, shall be permitted without loss of nonconforming status if the cost of the maintenance or repair is less than fifty percent (50%) of the cost of replacing the sign. (Ord. 930, 10-3-2016)

## 12-14-13: ILLEGAL SIGNS:

A. Illegal Signs Described; Exceptions: An "illegal sign" is:

1. A sign erected without a permit;
2. A sign not permitted by the sign matrix in section [12-14-5](#) of this chapter; or
3. A sign not conforming to all other regulations in this chapter, including [article A of this chapter](#). Exceptions are: a) legal nonconforming signs; b) exempt signs; and c) temporary signs that fulfill the regulations provided in this chapter, including [article A of this chapter](#).

- B. Conformance Required, Or Removal: The owner thereof or the person or firm using an illegal sign shall, upon written notice by the building inspector, forthwith in the case of immediate danger, and in any case within not more than ten (10) days, make such sign conform to the provisions of this chapter, or shall remove it. If, within ten (10) days, the order is not complied with, the building inspector may remove or cause such signs to be removed at the expense of the owner and/or the user of the sign. In the case of immediate danger to public safety, the building inspector shall have the authority to immediately remove or cause to be removed any sign, at the expense of the owner. Such removal shall occur only after the building inspector attempted to contact the owner of the sign. (Ord. 849, 8-17-2009)

## **12-14-14: APPEALS:**

Any decision of the administrator regarding interpretation or application of this chapter, and [article A of this chapter](#), may be appealed in accordance with the same provisions set forth in section [11-2C-13](#) of this code and section [12-3-4](#) of this title. (Ord. 849, 8-17-2009)

# **ARTICLE A. SPECIFIC SIGN REQUIREMENTS**

## **12-14A-1: ANIMATION AND CHANGEABLE MESSAGES:**

- A. Animated Signs Prohibited: Animated signs are prohibited.
- B. Changeable Signs Permitted: Changeable signs up to thirty percent (30%) of the allowable signage, manually activated, are permitted in the OT, OTW, RC, C1, and C2 zones and shall be monitored on a daily basis and shall not be used as an off premises sign for a commercial use or activity. Changeable signs may be used to promote community events and for public interest announcements. Theaters may request approval from the city council to exceed the percentage of changeable signage within the total maximum sign allowance.
- C. Electrically Activated Signs Prohibited: Changeable signs, electrically activated, are prohibited. (Ord. 849, 8-17-2009)

## **12-14A-2: CANOPY AND AWNING SIGNS:**



- A. Copy Area: The copy area of canopy and awning signs shall not exceed an area equal to twenty five percent (25%) of the background area of the awning or awning surface to which such sign is affixed or applied, or for a canopy, twenty five percent (25%) of the total visible canopy surface. In all cases, the copy area shall not exceed the permitted area for wall or fascia signs.
- B. Background Color; Graphics: Neither the background color of a canopy or awning, nor any graphic treatment or embellishment thereto such as striping, patterns or valances, shall be included in the computation of sign copy area.
- C. Calculating Size And Height: For the purpose of calculating the permitted size and height of a sign, awning signs shall be considered as wall signs, and they shall count toward the permitted area for all wall signs.
- D. Backlit Awnings: A backlit awning on which sign copy has been affixed shall be counted as an internally illuminated sign, and shall not be permitted where internally illuminated signs are not permitted. (Ord. 849, 8-17-2009)

### **12-14A-3: DEVELOPMENT AND CONSTRUCTION SIGNS:**

Signs temporarily erected during construction to inform the public of the developer, contractors, architects, engineers, the nature of the project, or anticipated completion dates, shall be permitted in all zoning districts, subject to the following limitations:

- A. Residential Lot: Such signs on a single residential lot shall be limited to one sign, not greater than six feet (6') in height and six (6) square feet in area.
- B. Residential Subdivision Or Multiple Lots: Such signs for a residential subdivision or multiple residential lots shall be limited to one sign at each entrance to the subdivision, or on one of the lots to be built upon, and shall be no greater than eight feet (8') in height and thirty two (32) square feet in area.
- C. Commercial Or Industrial Projects: Such signs for commercial or industrial projects shall be limited to one sign per street front, not to exceed eight feet (8') in height and thirty two (32) square feet for projects on parcels five (5) acres or less in size, and not to exceed twelve feet (12') in height and one hundred (100) square feet for projects on parcels larger than five (5) acres.



- D. Permits For Issuance And Removal: Development and construction signs shall not be displayed until after the issuance of construction permits by the building inspector, and must be removed prior to issuance of an occupancy permit for all or any portion of the project. (Ord. 849, 8-17-2009)

#### **12-14A-4: DEVELOPMENT COMPLEX SIGNS:**

- A. Master Sign Plan Required: All single owner controlled multiple-occupancy nonresidential or mixed use development complexes on parcels exceeding two (2) acres in size shall submit to the planning commission for review and recommendation to the city council, a master sign plan prior to issuance of new sign permits concurrently with the submission of the design review application for the development. The master sign plan shall establish standards and criteria for all signs in the complex that require permits, and shall address, at a minimum, the following:
1. Proposed sign locations.
  2. Materials.
  3. Type of illumination.
  4. Design of freestanding sign structures.
  5. Size.
  6. Height.
  7. Quantity.
  8. Uniform standards for nonbusiness signage, including directional and informational signs.
- B. Development Complex Sign: In addition to the freestanding business identification signs otherwise allowed by this article, every multiple-occupancy development complex shall be entitled to one freestanding sign per street front, at the maximum size permitted for business identification freestanding signs, to identify the development complex. No business identification shall be permitted on a development complex sign. Any freestanding sign otherwise permitted under this article may identify the name of the development complex.
- C. Calculation Of Sign Size: For freestanding signs, internally illuminated signs, and any other sign with an identifiable border, the entire face of one side of the sign shall be measured. For all other signs, the area of the sign shall be calculated by drawing the smallest possible rectangle or rectangles around the sign copy. Illustrations of specific sign types and the methods used to calculate sign sizes are shown in the appendix on file in the office of the city clerk.

- D. Compliance With Master Sign Plan: All applications for sign permits for signage within a multiple-occupancy development complex shall comply with the master sign plan.
- E. Special Permit Required: The city council shall act upon all applications for master sign plans through the special permit process. Special permits for master sign plans shall be reviewed concurrently with the site plan approval process. In their review of master sign plans, the city council shall consider the following:
1. The relationship of the proposed signage to the overall development, as well as to surrounding properties.
  2. The extent to which the proposed signage is compatible with the proposed architecture.
  3. The use of appropriate landscaping to complement the proposed sign designs.
- F. Waiver From Underlying Requirements: The city council, upon recommendation from the planning commission, shall have the authority to modify or waive specific sign regulations related to a master sign plan if it finds that such modification or waiver results in a superior master sign plan design. (Ord. 849, 8-17-2009)

## **12-14A-5: DIRECTIONAL SIGNS:**

One directional sign shall be permitted per street entrance to any lot. There shall be no limit to the number of directional signs providing directional information interior to a lot. The maximum area for directional signs shall be four (4) square feet per sign face, for a maximum of eight feet (8') per sign visible from adjacent property or rights of way. Not more than twenty five percent (25%) of the area of any directional sign may be devoted to business identification or logo, which area shall not be assessed as identification sign area. Directional signs shall not be placed in the vision clearance triangle as required in section [12-14-4](#) of this chapter, unless the sign is no more than forty two inches (42") in height above the level of the adjacent street or the grade level at the sign, whichever is lower, and is not located within four feet (4') of the property line or driveway. (Ord. 849, 8-17-2009)

## **12-14A-6: ILLUMINATED SIGNS:**

### **A. Hours Of Use Limited; Exception:**

1. With the exception of businesses along the SR 103 corridor, no sign shall be illuminated except during the hours of operation of the business to which the sign refers, or until ten o'clock (10:00) P.M., whichever is later.



2. Illumination that is designed primarily to illuminate the building or parking area and also illuminates a sign is not subject to the hours of operation in subsection A1 of this section.
- B. Electric Signs: Electric signs shall display the Underwriters Laboratory approval seal, or shall display the manufacturer's name, and the voltage and amperage used.
- C. External Illumination: External illumination shall be directed only onto the sign and shall not shine off the property or into streets and ways in such a way that it would impair the vision of motorists or pedestrians or cause glare. The intensity of the lighting shall be no greater than necessary to illuminate the sign.
- D. Internal Illumination: Internally illuminated signs are permitted only in the C1 and RC zones, provided the signs are located on frontages facing Pacific Avenue. Internally illuminated signs shall be prohibited in all other zones. Internally illuminated signs shall count against the sign allocation at a two to one (2:1) ratio. Each square foot of an internally illuminated sign shall be calculated as two (2) square feet. A backlit awning on which sign copy has been affixed shall be counted as an internally illuminated sign.
- E. Alternatives To Illumination: As an alternative to externally illuminated signs where externally illuminated signs would otherwise be prohibited, lighting may be placed behind individual letters and symbols to create a backlit or halo effect, provided the letters or symbols are made of a material that does not create an internally illuminated effect as determined by the administrator. (Ord. 849, 8-17-2009)

## **12-14A-7: MARQUEE SIGNS:**

- A. Copy Area: The copy area of marquee signs shall be counted toward the permitted area for wall signs.
- B. Graphics: Graphic striping, patterns or color bands on the face of a building, marquee, or architectural projection shall not be included in the computation of sign copy area. (Ord. 849, 8-17-2009)

## **12-14A-8: OFF PREMISES SIGNS:**

A. Findings: Off premises signs are necessary to promote those commercial or other activities that, due to location, may require greater visibility than that which is available on premises. However, the needs of such businesses or activities must be balanced against the need for an uncluttered landscape, especially in residential and rural areas of the city.

B. Governing Regulations: The following regulations govern the use of off premises signs:

1. No business shall be permitted more than a total of one off premises sign within the city limits.
2. No freestanding off premises sign shall exceed the height limit or square footage for the zone where the sign is placed.
3. Off premises wall signs shall conform to the placement requirements for the zone where the sign is placed and shall be included in the total signage requirement for the building on which the off premises sign is placed.
4. Off premises signs for home occupations are prohibited.
5. Off premises signs shall be placed on private property only. In applying for a permit for an off premises sign, the applicant shall furnish evidence of the approval of the owner of the property upon which the sign is to be placed. No property shall contain more than one off premises sign; however, multiple businesses may utilize the same sign for advertisement and such sign shall conform to the requirements of subsection B2 of this section.
6. An off premises sign shall not be permitted for businesses located outside of the city limits, except for visitor-serving attractions, regional services, amenities or public facilities that require greater visibility, as determined by the planning commission. (Ord. 849, 8-17-2009)

## **12-14A-9: POLITICAL SIGNS:**

Political signs shall be permitted in all zoning districts, subject to the following limitations:

- A. Height And Area: Such signs shall not exceed a height of four feet (4'), nor an area of eight (8) square feet.
- B. Time Limit For Sign Display: Such signs for election candidates or ballot propositions shall be removed within fourteen (14) days after the election; provided, that signs promoting successful candidates or ballot propositions in a primary election may remain displayed until not more than fourteen (14) days after the general election.
- C. Placement Restrictions: Such signs shall not be placed in any public right of way, on city property, or obstruct traffic visibility. (Ord. 849, 8-17-2009)



## **12-14A-10: PROJECTING SIGNS:**

- A. Permitted: Projecting signs shall be permitted in lieu of freestanding signage, limited to one sign per occupancy along any street frontage with public entrance to such occupancy. A business may have both a projecting sign and an under canopy sign.
- B. Height Limitation: No such sign shall extend vertically above the highest point of the building facade upon which it is mounted.
- C. Extending Over Sidewalk: Such signs shall not extend over a public sidewalk in excess of two-thirds ( $\frac{2}{3}$ ) of the width of the sidewalk, and shall comply with the requirements set forth in section [12-14A-16](#) of this article.
- D. Clearance: Projecting signs shall maintain a clear vertical distance above any sidewalk or pedestrianway a minimum of eight feet (8'). (Ord. 849, 8-17-2009)

## **12-14A-11: SANDWICH BOARD SIGNS:**

Sandwich board signs are permitted in the OT, OTW, RC, C1, and C2 zones only, and are subject to the following limitations:

- A. Placement: Such signs may only be placed on private property and are prohibited on public property, including sidewalks, streets (including unpaved right of way) and parks. Sandwich board signs shall be removed when the business is not open. Sandwich board signs placed on public property may be immediately removed by the city as a hazard.
- B. Size: Sandwich board signs shall be forty two inches (42") or less in height and such sign shall not exceed seven (7) square feet per side.
- C. Limitation On Number; Area: Sandwich board signs are limited to one per business. Sandwich board sign area shall not count toward allowable sign area.
- D. Anchoring: Sandwich board signs must be anchored to the ground or weighted in such a manner as to keep them from being tipped over by the wind. (Ord. 891, 4-13-2013)

## **12-14A-12: SPECIAL PROMOTION, EVENT AND GRAND OPENING SIGNS:**

Temporary signs and other signs displayed to advertise special promotions, events and grand openings shall be permitted for all business and industrial zones, subject to the following requirements and limitations:

- A. Limitation On Number: Such signs shall be limited to one sign per street front.
- B. Time Limitation On Display: Such signs may be displayed for not more than a total of sixty (60) days in any calendar year. Group promotions that are conducted as part of a community event shall not be counted toward the sixty (60) day limit on promotions.
- C. Area: The aggregate area of all such signs shall not exceed thirty two (32) square feet.
- D. Illumination Prohibited: Such signs shall not be internally illuminated. (Ord. 849, 8-17-2009)

## **12-14A-13: INDIVIDUAL LETTER SIGNS:**

Letters must be affixed to a building and not painted on the building. Individual letters must not exceed forty eight inches (48") in height and must be proportional in size. The area of the individual letter sign shall be calculated as one-half ( $\frac{1}{2}$ ) the wall area covered by the letters, measured by drawing a rectilinear perimeter around all of the letters, calculating the area enclosed by the perimeter and dividing the area by two (2). This shall apply to nonilluminated, externally illuminated or halo lit cutout letter signs. Internally illuminated cutout letter signs shall count against the sign allocation at a two to one (2:1) ratio. The entire area of sign copy other than letters, such as logos or graphics, shall be counted. In no event shall the signable area of a building for an individual letter sign exceed, in square footage, one-third ( $\frac{1}{3}$ ) of the square footage of the entire facade of the building. There shall be only one signable area per building frontage. (Ord. 849, 8-17-2009)

## **12-14A-14: UNDER CANOPY SIGNS:**

- A. Limitation On Number; Area: Under canopy signs shall be limited to no more than one such sign per public entrance to any occupancy, and shall be limited to an area not to exceed eight (8) square feet. The size of such sign shall be included in the allowable computation of wall signs.



- B. Clear Vertical Distance: Such signs shall maintain a clear vertical distance above any sidewalk or pedestrianway a minimum of eight feet (8'). The administrator may grant exceptions to this provision based on existing architecture in place when this regulation is adopted, but in no case shall the minimum clearance be less than seven feet (7'). (Ord. 849, 8-17-2009)

## **12-14A-15: SIGNS IN RIGHTS OF WAY:**

No sign other than an official traffic sign or similar sign shall be erected within two feet (2') of the lines of any street, or within any public way, except as authorized in sections [12-14A-10](#) and [12-14A-14](#) of this article. (Ord. 849, 8-17-2009)

## **12-14A-16: PROJECTIONS OVER PUBLIC WAYS:**

- A. Special Sign Permit Required: Except for projecting signs allowed by section [12-14A-10](#) of this article or under canopy signs allowed by section [12-14A-14](#) of this article, signs projecting over public walkways may do so only pursuant to a special permit from the planning commission and subject to a minimum height of ten feet (10') from grade level to the bottom of the sign. Signs, architectural projections, or sign structures projecting over vehicular access areas must conform to the minimum height clearance limitations imposed by the city for such structures.
- B. Banners: Banners extending over streets or walkways are permitted in the old town (OT) zone only with the approval of the administrator; such approval shall be granted only for banners related to an event of community interest. (Ord. 849, 8-17-2009)

## **12-14A-17: WAYFINDING SIGNS:**

Wayfinding signs are deemed essential to the orderly growth of the community, and especially the downtown area. Wayfinding signs shall be permitted for groups of three (3) or more users, with designs and locations approved by the city council. When located on public property, users shall pay an annual fee to the city, which fee shall be established and amended from time to time by resolution of the city council. Users shall be selected on a first come, first serve basis; however, businesses with off premises signs shall be the last considered. (Ord. 849, 8-17-2009)

## **12-14A-18: MONUMENT AND FREESTANDING SIGNS:**

- A. Monument Signs: Monument signs shall be no more than six feet (6') in height and shall not be placed in the vision clearance triangle as required in section [12-14-4](#) of this chapter, unless the sign is no more than forty two inches (42") in height above the level of the adjacent street or the grade level at the sign, whichever is lower, and is not located within four feet (4') of the property line or driveway. (Ord. 849, 8-17-2009)
- B. Freestanding Signs: The maximum allowable height of a freestanding sign is as set forth in section [12-14-5](#) of this chapter. Freestanding signs may be located in the vision clearance triangle, provided:
1. The lowest edge of the sign shall be at least eight feet (8') above the ground;
  2. The sign shall be supported by no more than two (2) support columns, each measuring no more than eight inches (8") in diameter and located at least three feet (3') apart; and
  3. The support columns shall be located at least four feet (4') from the property line and any driveway and the outermost edges of the sign shall be located at least two feet (2') away from the property line and any driveway.
  4. Freestanding signs located outside of the VCT are not subject to these requirements. (Ord. 891, 4-13-2013)

### **12-14A-19: FEATHERS OR PINS:**

Each business with permanent signage installed may also install two (2) feathers or pins as defined under the definition of "sign types and sign definitions" in section [12-2-1](#), "Terms Defined", of this title.

- A. Maximum height may be sixteen feet (16') from grade.
- B. Maximum width of flexible panel may be three feet (3').
- C. For lots with more than fifty feet (50') of frontage, one pin for every additional fifty feet (50') is allowed. (Ord. 891, 4-13-2013)



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## Chapter 12.22 MOBILE FOOD VENDOR LICENSING REGULATIONS

### Sections:

**12.22.010 Definitions.**

**12.22.020 Scope.**

**12.22.030 Activities requiring a license.**

**12.22.040 Exemptions.**

**12.22.050 Application for license.**

**12.22.060 License fee.**

**12.22.070 Term of license.**

**12.22.080 Exhibition of license.**

**12.22.090 Locations.**

**12.22.100 Health regulations.**

**12.22.110 Business activity to be temporary.**

**12.22.120 Food truck standards.**

**12.22.130 Design and operation.**

**12.22.135 Inspection.**

**12.22.140 Administration.**

**12.22.150 Violation of the provisions of the chapter – Civil infraction.**

### **12.22.010 Definitions.**

“Mobile food truck” means a licensed and operable motor vehicle used to serve, vend, or provide ready to eat food or nonalcoholic beverages for human consumption from an approved and assigned fixed location.

“Mobile food vendor” means any business operator or vendor who conducts business from a motor vehicle upon public streets or private property, referred to in this chapter as “vendor.”

“Mobile food zone” means a designated portion of public space that is reserved for the exclusive use of licensed food trucks. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

### **12.22.020 Scope.**

The provisions of this chapter apply to mobile food trucks engaged in the business of cooking, preparing, and distributing food or beverage with or without charge upon or in public and private

restricted spaces. This chapter does not apply to vehicles that dispense food and that move from place to place and are stationary in the same location for no more than 15 minutes at a time, such as ice cream trucks, or food vending pushcarts, or stands located on sidewalks, nor does it apply to food trucks associated with special events that are licensed or approved by the city. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.030 Activities requiring a license.**

It is unlawful for any person to operate within the city a food truck, as defined in this chapter, without having obtained a license for that purpose. A separate license shall be required for each food truck. No person shall then sell or offer food products at any location until the food vendor has been duly licensed.

General business license provisions (Chapter [5.04](#)) shall apply to this special license. In addition to the provisions set forth in this chapter, a city-issued business license shall be required. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.040 Exemptions.**

The provisions of this chapter shall not be applied to:

- A. Lemonade stands;
- B. Delivery or distribution of food, goods or products ordered or purchased by customers from a source or point of sale other than a mobile vehicle operated for the purpose of soliciting customers while located on city streets or property;
- C. Temporary business activities in accordance with Chapter [5.10](#). (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.050 Application for license.**

A. A person desiring to operate a food truck shall make written application for such license to the city clerk-treasurer. The application for a license shall include the following:

1. Name, signature, phone number, email contact and current business address of the applicant.
2. A description of the preparation methods and food product to be offered for sale, including the intended menu, display, and distribution containers.
3. Information on the food vehicle to include year, make, and model of the vehicle and dimensions.
4. The preferred location of the food truck, subject to locational limitations set forth by the city of Langley.
5. A photo or drawing of the proposed food truck, showing the business name.
6. An indication of whether awnings are proposed.
7. The proposed hours of operation.
8. Copies of all necessary license or permits issued by Island County health department.
9. Copies of all additional licenses or permits that may be required by the Island County health department, the Washington State Department of Labor and Industries, and the city of Langley.  
(This requirement shall be met within 30 days of approval of a mobile food truck license by the city)



of Langley. However, no mobile food truck shall locate or operate within the city until such city, county and state licenses have been issued.)

10. **Proof of insurance** in an amount not less than \$1,000,000, and designating the property owner as a named insured.

B. In addition to the submittal materials above, food vendors operating on privately owned land must submit a written consent of the property owner, and comply with the city's site plan review process, as set forth in Chapter [18.27](#). (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.060 License fee.**

The annual license fee for a food truck shall be established by the city council. No application shall be deemed complete until all fees have been paid. License fees are nonrefundable. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.070 Term of license.**

Licenses shall be valid from the Thursday before the Memorial Day weekend until the day after Labor Day, unless otherwise authorized by the city council. The city also reserves the right to further restrict dates of operation, which restrictions shall be noted on the license when it is issued. Licenses issued pursuant to this chapter are not transferable. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.080 Exhibition of license.**

A license issued under this chapter shall be posted conspicuously on the mobile food truck. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.090 Locations.**

A. Food trucks may operate on private property in any zone in which restaurants are permitted, with the written consent from the property owner and subject to the city's site plan review requirements. Evidence of such written consent and approval shall be provided to the city prior to the on-site location of the food truck.

B. Food vehicles located on public property shall operate only within designated food truck zones as designated by the city. Spaces for food truck operations shall be assigned to the vendor by the city. The city shall determine the method to be used to assign spaces to food truck vendors. Location of a food truck within any public right-of-way or on any public property, other than a site assigned by the city, is prohibited. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.100 Health regulations.**

All food vendors shall comply with all laws, rules and regulations regarding food handling, and all vehicles, equipment, and devices used for the handling, storage, transportation and/or sale of food shall comply with all laws, rules and regulations respecting such vehicles, equipment and devices as established by the Island County health department. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.110 Business activity to be temporary.**

A. All business activity related to mobile food trucks shall be of a temporary nature, the duration of which shall not exceed 12 hours within a 24-hour period at any location, public or private.

B. Hours of operation shall be limited to the hours between 9:00 a.m. and 10:00 p.m. unless additional hours are approved by the city. No approved food truck shall be left unattended on a public way, nor

remain on a public way outside of these allowed hours of operation. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.120 Food truck standards.**

All mobile vendors licensed under this chapter shall conform to the following standards:

A. Food trucks stationed <sup>NEAR</sup> on public rights-of-way using external signage, bollards, seating or any other equipment not contained within the vehicle shall not reduce or obstruct the sidewalk to less than five feet.

B. Vendor shall obey any lawful order of a police officer to move to a different permitted location to avoid congestion or obstruction of a public way or to remove the vehicle entirely from the public way if necessary to avoid such congestion or obstruction.

C. Any auxiliary power required for the food vehicle shall be self-contained; provided, that such auxiliary power does not result in excessive noise. No use of public or private power sources are allowed without providing written consent from the owner. The city may provide electrical power from a public source; provided, that the food truck shall pay for the use of such power upon presentation of a bill from the city. No power cable or equipment shall be extended at grade across any city street, alley, or sidewalk. The use of compressors or loudspeakers is prohibited.

D. Any exterior lighting used by the food truck shall be designed and placed in such a manner that it does not result in glare or light spillage onto other properties or interfere with vehicular traffic. Lighting shall be directed in a downward manner, so as to minimize light pollution.

E. All identifying information, logos, advertising, or other displays on the exterior of a food vehicle shall conform to the purposes set forth in Chapter [18.35](#) regulating commercial signage. No exterior, freestanding signage shall be permitted. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

#### **12.22.130 Design and operation.**

A. Licensee shall park food truck in an assigned designated area only.

B. Licensee shall not park in such a manner as to create a traffic hazard.

C. Sales by licensees in curbside food zones shall be made on the curbside only, and the vehicle shall be parked within one foot of the curb.

D. No waste liquids, garbage, litter, or refuse shall be dumped on city sidewalks, streets, or lawn areas, or in city gutters or drains. When leaving a sales area, licensee or employees shall pick up all litter resulting from the business's sales. Licensee shall be responsible for all litter and garbage left by customers.

E. Licensee shall be in conformance with applicable city ordinances regarding noise control and vehicle identification.

F. Licensee shall comply with all Island County public health requirements, and fire department requirements if propane or a combustible fuel is used.

G. The licensee shall only sell food and beverages that are capable of immediate consumption.

H. Garbage, recycling, and composting receptacles must be supplied by the licensee for the public use. Such receptacles shall be capable of accommodating all refuse generated by the vending activity. The



containers must be maintained and emptied regularly.

**I. The food truck shall be kept in good repair, and free of graffiti.**

J. The food truck shall not be allowed to pull any type of trailer. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

**12.22.135 Inspection.**

Before issuance of a mobile food vendor license, the city of Langley planning official must inspect the motor vehicle and proposed operation in order to determine all local, county and state requirements are met. During the inspection the city planning official shall request an appropriate community representative to assist in assessing the visual compatibility of the food truck with the visual character of the community. (Ord. 1026 § 1, 2016)

**12.22.140 Administration.**

The license for a food vehicle may be revoked at the discretion of the mayor or his or her designee at any time for failure to comply with the provisions of this chapter, or for violation of any other provision of the Langley Municipal Code. Notice of revocation shall be served personally 24 hours prior to the date such revocation shall be effective. The licensee may appeal the revocation within 10 days of service of the notice, by requesting a hearing before the Langley city council; provided, however, that in the interim no activity shall be conducted until such time as the Langley city council has heard the appeal of the licensee from the original determination of the mayor or his/her designee. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

**12.22.150 Violation of the provisions of the chapter – Civil infraction.**

Any person violating any of the requirements of this chapter shall have committed a civil infraction and shall be punishable by a fine of up to \$1,000. (Ord. 1026 § 1, 2016; Ord. 1017 § 1, 2015; Ord. 1009 § 1, 2015)

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The Langley Municipal Code is current through Ordinance 1028, passed April 18, 2016.

Disclaimer: The City Clerk's Office has the official version of the Langley Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

City Website: <http://www.langleywa.org/>

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Des Moines Municipal Code 5.57 MOBILE AND ITINERANT VENDOR CODE

## Chapter 5.57

# MOBILE AND ITINERANT VENDOR CODE

### Sections

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- 5.57.020 Purpose.
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- 5.57.170 Revocation of license.
- 5.57.180 Appeal.

#### **5.57.010 Short title.**

This chapter shall be entitled and may be referenced as the city's mobile and itinerant vendor code. [Ord. 1239 § 2, 1999.]

#### **5.57.020 Purpose.**

The purpose of this chapter is to:

- (1) Maintain the aesthetic attractiveness of city rights-of-way (as defined in chapter 12.04 DMMC) and city property, including without limitation the marina, Des Moines Beach Park and Redondo Beach Park;
- (2) Promote public safety and orderly movement of pedestrians and, where designated, drivers who use city rights-of-way and/or city property;
- (3) Protect the city's business community by eliminating the inequity faced by stationary businesses that compete with itinerant and mobile businesses who may be operating without city business licenses and outside the regulatory authority of the city, which unfair competition threatens to erode city tax revenues and undermine the strength of its commercial life;
- (4) Reduce the potential for urban blight by encouraging development of permanent structures from which businesses can operate in the city;
- (5) Establish better recordkeeping and data collection practices which can assist police in improving safety and reducing crime throughout the city; and
- (6) Promote compliance with relevant building, fire, health and safety codes by those who wish to conduct business within the city of Des Moines. [Ord. 1239 § 3, 1999.]



### 5.57.030 Definitions.

- (1) Use of Words and Phrases. As used in this chapter, unless the context or subject matter clearly requires otherwise, the words or phrases defined in this section shall have the indicated meanings.
- (2) "Concessionaire" means a person, firm or corporation engaged in the sale of food or other goods or services at the marina, in a city park, on designated city rights-of-way, or on other city property, including without limitation those who operate or maintain a concession stand, in accordance with a written agreement or franchise therefor as lawfully approved in writing by the city manager.
- (3) "Food" has its usual and ordinary meaning, and includes all items designed for human consumption, including, but not limited to, ice cream, candy, gum, popcorn, hotdogs, sandwiches, peanuts, soft drinks, coffee and dairy products.
- (4) "Itinerant vendor" means a person, firm or corporation, whether as owner, agent, consignee, or employee, whether a resident of the city or not, who engages in a business of selling goods, wares, food, fishing bait or gear, merchandise of any kind or description and who commonly conducts such business either (a) in or about a structure that is not permanently affixed to real property, or (b) by traveling from place to place, customer to customer, or client to client (as such terms are commonly known) for the purpose of conducting business with customers or clients located within the city of Des Moines. A person, firm or corporation so engaged shall not be relieved from complying with the provisions of this chapter merely by reason of associating temporarily with a local dealer, trader, merchant or auctioneer, or by conducting such temporary business in connection with, as part of, or in the name of a local dealer, trader, merchant or auctioneer.
- (5) "Mobile vendor" means an itinerant business operator or vendor who conducts business from a vehicle or other conveyance upon public streets, sidewalks, alleys, or other public ways of the city.
- (6) "Public celebration" means the Waterland Festival, the Nibble of Des Moines, Independence Day activities or any other kind of public celebration designated by the city council, including the associated activities and concessionaires that might be authorized during such period.
- (7) "Stationary vendor" means an itinerant vendor who conducts business (a) from a vehicle or other conveyance, or (b) in or about a structure that is not permanently affixed to real property, and that is located upon privately or publicly owned property, but not on a public street, sidewalk, alley or public way of the city. [Ord. 1239 § 4, 1999.]

### 5.57.040 License – Required.

It is unlawful for an itinerant business operator or vendor to engage in business within the city of Des Moines except when licensed as a stationary or mobile vendor in compliance with the provisions of this chapter. A separate license shall be required for each location of a stationary vendor and for each vehicle or other conveyance engaged by a mobile vendor. [Ord. 1239 § 5, 1999.]

### 5.57.050 Exemptions.

The following activities, businesses, and/or persons, as such are commonly known, shall be exempt from coverage of this chapter, but this exemption shall not be construed to limit or restrict the application of other laws and regulations pertaining to such activities, businesses and/or persons:

- (1) Newspaper couriers;
- (2) Lemonade stands;
- (3) Stands used to sell or distribute flowers, fruit, vegetables, produce or plants grown on the property where the stand is located;

(4) Delivery or distribution of food, goods or products ordered or purchased by customers from a source or point of sale other than a mobile vehicle operated for the purpose of soliciting customers while travelling or while located on city streets or property;

(5) Delivery or distribution of food by or for any not-for-profit organization, governmental agency, or other charitable organization, including without limitation Meals on Wheels and the Food Bank; and

(6) Concessionaires as defined in this chapter, except that concession agreements with the city shall include health, sanitation and insurance requirements generally conforming to those established for similar businesses and vendors covered by this chapter. [Ord. 1239 § 6, 1999.]

#### **5.57.060 Limitation on activities permitted by stationary vendor license.**

Stationary vendors shall be limited to the business of selling Christmas trees, fireworks, Washington-grown produce, flowers, or food. [Ord. 1239 § 7, 1999.]

#### **5.57.070 Limitation on activities permitted by mobile vendor license.**

Mobile vendors shall be limited to the business of selling food. [Ord. 1239 § 8, 1999.]

#### **5.57.080 Application.**

A person, firm, or corporation desiring to secure a license as a stationary or mobile vendor shall make application to the city clerk on forms approved by the city manager. In addition to any items required by written order of the city manager, which shall be kept on file by the city clerk, such application shall provide:

(1) The name or names and address of the applicant, vehicle license numbers of all vehicles from which the applicant proposes to conduct business; description of the general type of goods, wares, merchandise or food proposed to be sold by the applicant; the place or places where the applicant proposes to engage in business.

(2) Each application shall be accompanied with the applicable application and/or license fee as established in this chapter, or as lawfully adjusted by the city manager, which fee schedule shall be on file with the city clerk.

(3) Each license application for a stationary vendor shall be accompanied with the following information to establish compliance with DMMC 5.57.140 (Stationary vendor standards) and other applicable codes:

(a) A notarized written authorization from the business owner (or property owner, if different than the license applicant) to conduct the applicant's business at the place so noted on the application.

(b) A statement explaining the method of trash and litter disposal being proposed by the vendor.

(c) A drawing of a scale not greater than 50 feet per inch and not less than 10 feet per inch, which drawing shall depict the following information:

(i) The portion of the property to be occupied by the business;

(ii) The portion of the property to be used for automobile parking and the number of automobiles accommodated in said area;

(iii) The location of driveways providing ingress and egress to the property;

(iv) The location of existing buildings and structures located on the property noting the use of each building or structure so identified; and

(v) The proposed placement of any lighting or signage on or about the vehicle, conveyance or other nonpermanent structure from which business is to be conducted.



(d) A description of any equipment or devices that will generate noise of any sort in or about the vehicle, conveyance or other nonpermanent structure from which business is to be conducted. [Ord. 1239 § 9, 1999.]

### **5.57.090 Investigation and determination.**

Upon receipt of such application, the city clerk shall cause such investigation of such person's or persons' business responsibility to be made as is deemed necessary to the protection of the public good and shall refer the application to the community development department for its determination as to compliance with standards and requirements of this chapter. An application shall be denied by the city clerk upon written findings that the applicant's business responsibility is unsatisfactory or that the proposed business activity will violate any applicable law, rule or regulation. A license issued under this chapter shall contain the number on the license, the date same was issued, the nature of the business authorized to be carried on, the amount of license fee paid, the expiration date of said license, the place where said business may be carried on under such license and the name or names of the person or persons authorized to carry on the same. The city clerk shall keep a record of all licenses issued under this chapter and shall promptly provide the Washington State Department of Revenue a copy of a license issued under this chapter. [Ord. 1239 § 10, 1999.]

### **5.57.100 Fees.**

Pursuant to DMMC 5.04.030, applications shall be submitted to the city clerk on such forms as he or she may direct with the registration fee as set by resolution of the city council. A separate application and license shall be required for each location of a stationary or mobile itinerant vendor. [Ord. 1495 § 1, 2010: Ord. 1239 § 11, 1999.]

### **5.57.110 Expiration of license.**

A license issued under the provisions of this chapter shall expire at the end of the calendar year for which it was purchased. [Ord. 1495 § 2, 2010: Ord. 1239 § 12, 1999.]

### **5.57.120 Exhibition of license – Transfer.**

- (1) A license issued under this chapter shall be posted conspicuously at the place of business authorized therein.
- (2) A license issued under this chapter shall not be transferred to any other person, firm, corporation or location. [Ord. 1239 § 13, 1999.]

### **5.57.130 Health regulations.**

All food vendors shall comply with all laws, rules and regulations regarding food handling and all vehicles, equipment, devices or structures used for the preparation, handling, storage, transportation and/or sale of food shall comply with WAC 246-215-050, as presently worded and as may be amended by law, in addition to any other rules and regulations respecting such vehicles, equipment, devices or structures as may be established by the Seattle-King County health department. [Ord. 1239 § 14, 1999.]

### **5.57.140 Stationary vendor standards.**

In addition to any other requirements set forth in this chapter or otherwise provided by law, all stationary vendors licensed under this chapter shall conform to the following standards:

- (1) No stationary vendor shall be licensed for a location in a residential zone, as defined in Title 18 DMMC.
- (2) Stationary vendors shall locate their vehicle, other conveyance, temporary stand or merchandise in accordance with any setback requirements as determined by the public works director.

(3) No signs or signage shall be permitted other than that which can be contained on the vehicle or conveyance utilized to sell food.

(4) No vehicle, other conveyance or temporary stand shall locate closer than 50 feet from flammable combustible liquid or gas storage and dispensing structures.

(5) All stationary vendors shall place at least one 30-gallon garbage receptacle upon the site of business for customer use.

(6) Licensed stationary vendor sites shall be cleaned of all debris, trash and litter at the conclusion of daily business activities.

(7) All merchandise, goods, wares or food shall only be displayed or offered for sale from the vendor's licensed conveyance or stand.

(8) All vehicles, other conveyances, or temporary stands shall be equipped with at least one 2A-40-BC fire extinguisher. [Ord. 1239 § 15, 1999.]

### **5.57.150 Mobile vendor standards.**

All mobile vendors licensed under this chapter shall conform to the following standards:

(1) Geographical Restrictions. No mobile vendor shall sell or vend from his or her vehicle or conveyance:

(a) Within 400 feet of a public or private school grounds during the hours of regular school session, classes, or school-related events in said public or private school, except when authorized by said school; or

(b) Within 300 feet of the entrance to a business establishment which is open for business and is offering for sale the same or similar product as an item offered for sale by the mobile vendor; or

(c) Within 300 feet of a restaurant, cafe, or eating establishment which is open for business; or

(d) Within 300 feet of a public park of the city where a city authorized concession stand is located during times other than during the course of a public celebration except as approved by the city manager or designate; or

(e) Within 300 feet of the marina or other city property where a city authorized concession stand is located during the course of a public celebration when nonprofit organizations are permitted to engage in the sale of merchandise and food in such park; or

(f) Within any one block for more than one hour in any four-hour period; except this shall not apply in those situations where the mobile vendor is serving organized and sanctioned community-sponsored ball games at public parks and schools provided there is no city-approved concession in the park or at the school.

(2) No mobile vendor shall conduct business so as to violate any ordinances of the city, including those regulating traffic and rights-of-way, as now in effect or hereafter amended.

(3) No mobile vendor shall obstruct or cause to be obstructed the passage of a sidewalk, street, avenue, alley or any other public place by causing people to congregate at or near the place where food is being sold or offered for sale.

(4) No customer shall be served on the street side of the mobile unit. All service must be on the curb side when the mobile unit is on or abutting a public street.

(5) All mobile vendors shall provide garbage receptacles for customer use.



(6) No mobile vendor shall locate his or her vehicle or other conveyance in such a manner as to cause a traffic hazard.

(7) At the conclusion of business activities at a given location the mobile vendor shall clean all the public way surrounding his or her vehicle of all debris, trash and litter generated by the vendor's business activities.

(8) All mobile vendors preparing food by cooking, frying or other means shall be equipped with at least one 2A-40-BC fire extinguisher.

(9) All mobile vendors shall conclude daily business activities at sunset. [Ord. 1239 § 16, 1999.]

#### **5.57.160 Mobile vendor insurance requirement.**

No license shall be issued to a mobile vendor selling from a truck or other motor vehicle unless a certificate is furnished to the city showing that the vendor is carrying the following minimum amounts of insurance: (1) public liability insurance in an amount of not less than \$500,000 for injuries, including those resulting in death, resulting from any one occurrence, and on account of any one accident; and (2) property damage insurance in an amount of not less than \$25,000 for damages on account of any one accident or occurrence. [Ord. 1239 § 17, 1999.]

#### **5.57.170 Revocation of license.**

A license issued pursuant to this chapter may be revoked, in writing, by the city manager for any of the following reasons:

- (1) Any fraud, misrepresentation or false statement contained in the application for license;
  - (2) Any fraud, misrepresentation or false statement made in connection with the selling of products;
  - (3) Any violation of this chapter;
  - (4) Conviction of the licensee of a felony or of a misdemeanor involving moral turpitude; or
  - (5) Conducting the business licensed under this chapter in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety or general welfare of the public.
- [Ord. 1239 § 18, 1999.]

#### **5.57.180 Appeal.**

A person aggrieved by the denial of an application for a license, a license renewal, or by the revocation of a license as provided for in this chapter shall have the right to appeal such administrative decision to the hearing examiner as provided in chapter 18.94 DMMC. [Ord. 1239 § 19, 1999.]

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TAB - B





## LONG BEACH CITY COUNCIL MEETING

June 5, 2017

### 6:30 WORKSHOP

WS 17-13- Zoning Amendments

### 7:00 CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

Mayor Phillips called the meeting to order and asked for the Pledge of Allegiance and roll call.

### ROLL CALL

David Glasson, City Administrator, called roll with C. Linhart, C. Murry, C. McGuire, C. Hanson and C. Kemmer all present.

**Mayor Phillips presented a Mayor's Award to Brown's Coastal Corner Market, Scoopers, and John Belisle for putting the gutters on Stanley Field's concession stand.**

### PUBLIC COMMENT

No public comment.

### CONSENT AGENDA

Minutes, May 15, 2017 City Council Meeting

Payment Approval List for Warrant Registers 57073-57099 & 81617-81675 for \$173,177.88

**C. Linhart made the motion to approve the Consent Agenda. C. Hanson seconded the motion. 5 Ayes, motion passed.**

### BUSINESS

AB 17-37- Transportation Benefit District Assumption ORD 939 – PUBLIC HEARING

David Glasson, City Administrator, presented the Agenda Bill. This ordinance authorizes the Long Beach City Council to assume to the rights, powers, functions and obligations of the Long Beach Transportation Benefit District. This function was established by SSB 5987. Again, this jurisdiction encompasses only the Long Beach city limits as defined in Ordinance 936 which originated the LBTBD.

**C. Linhart made the motion to approve Ordinance 939 authorizing the assumption of the Long Beach Transportation Benefit District. C. Hanson seconded the motion, 5 Ayes, motion passed.**

AB 17-38- Special Use Permit – Peninsula Lions for Firework Stand

Ariel Smith, Community Development Director, presented the Agenda Bill. The Peninsula Lions has submitted a request to set-up a fireworks stand for the 4<sup>th</sup> of July and New Year. This is the 3<sup>rd</sup> request for a fireworks stand special use permit this year. The Lions have sold fireworks on these two holidays for several years, and have been a good vendor with no problems.

**C. Hanson made the motion to approve SUP 2017-06 allowing temporary outdoor merchandising in the OT zone and declare the 4<sup>th</sup> of July as a festival for fee purposes. (Note: In the past years, Council has approved up to four such stands.) C. McGuire seconded the motion, 5 Ayes, motion passed.**

AB 17-39- 2016 Budget Amendment ORD 940

David Glasson, City Administrator, presented the Agenda Bill. The Ordinance presented amends the 2016 budget to include additional, unexpected expenditures in the Current Expense, Streets, Sewer and Water Funds.

**C. Hanson made the motion to approve Ordinance 940 amending the 2016 budget. C. Linhart seconded the motion, 5 Ayes, motion passed.**

AB 17-40- Award for On-Call Engineering Services

David Glasson, City Administrator, presented the Agenda Bill. The city put out an RFQ for on-call engineering services and three SOQ'S were submitted. All firms are qualified and have strong references.

**C. Linhart made the motion to authorize the Mayor to enter into an agreement with the engineering firm, Gray & Osborne, Inc., for on-call services. C. Hanson seconded the motion, 5 Ayes, motion passed.**

AB 17-41- Special Use Permit – Long Beach Rides

Ariel Smith, Community Development Director, presented the Agenda Bill. The Long Beach Rides has provided a written request for the use of the city parking lot directly to the East of the Long Beach Rides. This request is for a 50 x 135 sq. ft. space to house two new rides. The request is for the months of March through October; as this is a Special Use Permit request this application would have to be submitted annually and approved by Council each year to continue.

**C. Hanson made the motion to approve SUP 2017-07 allowing temporary use of City property. C. Murry seconded the motion, 4 Ayes, 1 Nay (C. Kemmer), motion passed.**

## **DEPARTMENT HEAD ORAL REPORTS**

## **CORRESPONDENCE AND WRITTEN REPORTS**

- Police Chief's Report for the Month of May

## **ADJOURNMENT**

The Mayor adjourned the meeting at 7:19 p.m.

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Mayor

ATTEST:

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City Clerk



## Warrant Register

Check Periods: 2017 - June - First

I, THE UNDERSIGNED DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF LONG BEACH, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.

Council Member	Council Member	Council Member	Clerk/Treasurer
Number	Name	Print Date	Clearing Date
57100	Bell, Alec D	6/5/2017	\$423.28
57101	Bell, Helen S	6/5/2017	\$1,579.55
57102	Binton, Jacob	6/5/2017	\$1,875.38
57103	Bonney, Matthew T	6/5/2017	\$1,807.87
57104	Booi, Kristopher A	6/5/2017	\$1,446.97
57105	Caldwell, Tye J	6/5/2017	\$1,259.83
57106	Cox, Mallory E	6/5/2017	\$118.12
57107	Cutting, Jeffrey G.	6/5/2017	\$2,095.19
57108	Ellyson, Susan R	6/5/2017	\$1,243.12
57109	Fitzgerald, Rick E.	6/5/2017	\$1,891.71
57110	Gilbertson, Bradley K	6/5/2017	\$1,656.94
57111	Glasson, David R.	6/5/2017	\$2,912.89
57112	Goulter, John R.	6/5/2017	\$2,136.49
57113	Gray, Karen	6/5/2017	\$56.81
57114	Hanson, Natalie	6/5/2017	\$266.95
57115	Haskin, Katie R	6/5/2017	\$1,155.38
57116	Huff, Timothy M.	6/5/2017	\$1,535.30
57117	Kaino, Kris	6/5/2017	\$1,015.75
57118	Kemmer, Hollie L	6/5/2017	\$266.95
57119	Kemmer, Larry L	6/5/2017	\$1,230.71
57120	Kirby, Gary E	6/5/2017	\$1,340.50
57121	Kitzman, Michael	6/5/2017	\$2,039.31
57122	Linhart, Steven P	6/5/2017	\$266.95
57123	Luethke, Paul J	6/5/2017	\$2,497.68
57124	McGuire, Tina M	6/5/2017	\$266.95
57125	Meling, Casey K	6/5/2017	\$2,052.45
57126	Miller, Matt W	6/5/2017	\$1,339.17
57127	Mortenson, Tim	6/5/2017	\$2,430.35
57128	Murry, Del R	6/5/2017	\$266.95



Number	Name	Print Date	Clearing Date	Amount
57129	Myers, Ragan S.	6/5/2017		\$1,497.92
57130	Nawn, Rodney J.	6/5/2017		\$1,896.68
57131	Ostgaard, Loretta G	6/5/2017		\$1,339.69
57132	Padgett, Timothy J	6/5/2017		\$1,464.15
57133	Parker, Michael T	6/5/2017		\$1,827.12
57134	Phillips, Gerald S	6/5/2017		\$436.65
57135	Quitner, Jonathan H	6/5/2017		\$958.70
57136	Russum, Richard	6/5/2017		\$1,177.65
57137	Simomson, Angela B	6/5/2017		\$664.56
57138	Smith, Ariel I	6/5/2017		\$1,791.11
57139	Tardiff, Donald W	6/5/2017		\$1,649.09
57140	Warner, Ralph D.	6/5/2017		\$1,848.38
57141	Williams, David L	6/5/2017		\$1,102.21
57142	Wood, Matthew T	6/5/2017		\$1,570.29
57143	Wright, Flint R	6/5/2017		\$2,538.39
57144	Zuern, Donald D.	6/5/2017		\$2,108.15
57145	Payroll Vendor	6/7/2017		Void
57146	Warner, Ralph D.	6/7/2017		\$1,708.83
57147	AFLAC	6/5/2017		\$452.65
57148	City of Long Beach - Fica	6/5/2017		\$13,554.24
57149	City of Long Beach - FVH	6/5/2017		\$10,270.89
57150	Council Gift Fund	6/5/2017		\$60.00
57151	Dept of Labor & Industries	6/5/2017		\$2,261.49
57152	Dept of Retirement Systems	6/5/2017		\$13,569.94
57153	Dept of Retirement Systems Def Comp	6/5/2017		Void
57154	Massmutual Retirement Services	6/5/2017		\$825.00
57155	Teamsters Local #58	6/5/2017		\$292.34
57156	Dept of Retirement Systems Def Comp	6/5/2017		\$1,340.00
81677	Kyle, Kathie	6/3/2017		\$150.00
81678	Paradise of Samoa	6/3/2017		\$800.00
81679	Sterle, Paul	6/3/2017		\$1,200.00
81680	Furrow Pump	6/5/2017		\$294.01
81681	Haskin, Katie	6/5/2017		\$224.99
81682	Elyson, Sue	6/5/2017		\$71.02
81683	Glasson, David	6/5/2017		\$59.39
81684	Basket Case Greenhouse	6/6/2017		\$139.02
81685	Pacific Co. Dept. of Community Development	6/7/2017		\$45.00
81686	Glasson, Becki	6/7/2017		Void
81687	Glasson, David	6/7/2017		\$93.11
81688	Cash	6/9/2017		\$100.00
81689	Kyle, Kathie	6/9/2017		\$300.00
81690	Perrine, Barney	6/9/2017		\$100.00
81691	Weissenfluh, Dennis	6/9/2017		\$400.00
81692	Wollrabe, Gina	6/9/2017		\$1,000.00
81693	Wollrabe, Waldo	6/9/2017		\$1,600.00

Execution Time: 11 second(s)

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Register

Number	Name	Print Date	Clearing Date	Amount
81694	WA State Board for Volunteer Firefighters & Reserve Officers	6/9/2017		\$399.45
81695	Columbia Ford, Inc.	6/12/2017		\$35,217.26
81696	Amiad Water Systems	6/12/2017		\$4,018.36
81697	ASTORIA SCREEN PRINTING	6/12/2017		\$1,000.00
81698	Solutions Yes	6/12/2017		\$781.65
81699	Tse, Brian P	6/13/2017		\$180.00
81700	Weatherby, Cheryl	6/13/2017		\$320.00
81701	Gilbert, Sidney	6/13/2017		\$75.00
81702	Class of 2018	6/13/2017		\$100.00
81703	Ostgaard, Loretta	6/13/2017		\$91.97
81704	Gray, Karen	6/13/2017		\$84.85
81705	Talancon, Vicente	6/14/2017		\$42.08
81706	Nagy, Branden	6/14/2017		\$215.42
81707	Cline, Kevin	6/14/2017		\$117.50
81708	Custer, Kimberlee	6/14/2017		\$120.00
81710	Woods, Pam	6/15/2017		\$540.00
81711	Glasson, David	6/15/2017		\$143.12
81712	Airgas USA LLC	6/16/2017		\$36.53
81713	ALS Group USA, Corp.	6/16/2017		\$935.00
81714	AlSCO-American Linen Div.	6/16/2017		\$355.59
81715	Arts Auto Parts Inc.	6/16/2017		\$155.50
81716	Association of Washington Cities	6/16/2017		\$520.00
81717	Astoria Janitor & Paper Supply	6/16/2017		\$2,970.93
81718	Bailey's Saw Shop	6/16/2017		\$63.69
81719	Beacon Athletics	6/16/2017		\$238.00
81720	Bishop Red Rock	6/16/2017		\$1,227.29
81721	Bonney, Matt	6/16/2017		\$41.58
81722	Box-K Auto Repair Inc	6/16/2017		\$152.34
81723	Boyce Equipment & Parts Co., Inc	6/16/2017		\$1,801.98
81724	BSK Associates	6/16/2017		\$1,324.50
81725	Calvert Technical Services	6/16/2017		\$915.20
81726	Cascade Recreation, Inc	6/16/2017		\$1,343.52
81727	Cavett, Orchid	6/16/2017		\$300.00
81728	Ced - Consolidated	6/16/2017		\$269.52
81729	CenturyLink	6/16/2017		\$1,900.75
81730	Chevron & Texaco Business Card Services	6/16/2017		\$2,000.00
81731	Chinook Observer	6/16/2017		\$115.92
81732	CHINOOK SALES & RENTALS	6/16/2017		\$2,419.20
81733	Cox, Gabriel	6/16/2017		\$1,200.00
81734	Creative Floor Factors	6/16/2017		\$896.10
81735	Department of Licensing - Firearms Section	6/16/2017		\$32.00
81736	Dragon Theater Puppets	6/16/2017		\$675.00
81737	Evergreen Septic Inc	6/16/2017		\$1,298.00
81738	Evergreen Septic Pumping LLC	6/16/2017		\$484.38
81739	Fastenal Industrial & Construction	6/16/2017		\$661.71

Number	Name	Print Date	Clearing Date	Amount
81740	Ford Electric	6/16/2017		\$2,019.16
81741	Global Environmental Products	6/16/2017		\$1,917.98
81742	Gray & Osborne	6/16/2017		\$10,418.77
81743	H. D. FOWLER	6/16/2017		\$620.57
81744	Hach Company	6/16/2017		\$475.52
81745	Iiwaco Merchant Association	6/16/2017		\$15.00
81746	Iiwaco Music Boosters	6/16/2017		\$100.00
81747	Iron Mountain	6/16/2017		\$116.30
81748	Kyle, Kathie	6/16/2017		\$400.89
81749	L.N. Curtis & Sons	6/16/2017		\$155.85
81750	Lakeside Industries, Inc.	6/16/2017		\$454.02
81751	Lawson Products, Inc.	6/16/2017		\$360.89
81752	Long Beach Inn	6/16/2017		\$223.98
81753	Loyalty Days	6/16/2017		\$65.00
81754	MAC TOOLS	6/16/2017		\$291.59
81755	MDF Fountains Inc.	6/16/2017		\$2,325.00
81756	Modern Marketing	6/16/2017		\$394.78
81757	Naselle Rock & Asphalt	6/16/2017		\$3,208.68
81758	Nawn, Rodney	6/16/2017		\$567.96
81759	North Coast Truck Parts	6/16/2017		\$2,034.50
81760	Oceanic RV Park	6/16/2017		\$30.00
81761	One Call Concepts, Inc.	6/16/2017		\$29.04
81762	Owen Equipment	6/16/2017		\$2,592.78
81763	Pacific County Health & Human Services	6/16/2017		\$446.82
81764	Pacific County Sheriffs	6/16/2017		\$825.00
81765	Peninsula Plumbing & Heating	6/16/2017		\$151.00
81766	Peninsula Sanitation	6/16/2017		\$4,280.47
81767	Peninsula Visitors Bureau	6/16/2017		\$38,115.68
81768	Porter Foster Rorick LLP	6/16/2017		\$460.00
81769	Postmaster	6/16/2017		\$232.00
81770	Powell, Seiler & Co., P.S	6/16/2017		\$7,290.00
81771	Public Utility District 2	6/16/2017		\$10,448.93
81772	Rose City Sound	6/16/2017		\$450.00
81773	Sandridge RV & Boat Storage	6/16/2017		\$1,260.00
81774	SDS Municipal Consulting LLC	6/16/2017		\$1,800.00
81775	Sea Western Fire	6/16/2017		\$3,134.70
81776	Sid's Iga	6/16/2017		\$29.74
81777	Snap ON Tools	6/16/2017		\$1,202.50
81778	STAPLES ADVANTAGE	6/16/2017		\$716.58
81779	Studio H Creative	6/16/2017		\$229.50
81780	Tangly Cottage Garden	6/16/2017		\$772.20
81781	Total Battery & Auto	6/16/2017		\$608.20
81782	Traffic Safety & Equipment Co. Inc.	6/16/2017		\$900.83
81783	U.S. Cellular	6/16/2017		\$86.54
81784	Vision Municipal Solutions	6/16/2017		\$2,721.60
81785	Wadsworth Electric	6/16/2017		\$2,141.45

Execution Time: 11 second(s)

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Register



Number	Name	Print Date	Clearing Date	Amount
81786	Washington Festivals & Events Assoc	6/16/2017		\$75.00
81787	Wilcox & Fiegel Oil Co.	6/16/2017		\$2,650.04
81788	World Kite Museum	6/16/2017		\$2,625.00
959747	Parker, Michael	6/15/2017		\$179.56
	Total		Check	\$293,690.65
	Grand Total			\$293,690.65



TAB - C







**CITY COUNCIL  
AGENDA BILL  
AB 17-42**

**Meeting Date: June 19, 2017**

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b> <b>Case No. SUP 2017-07</b> <b>Request by the Long</b> <b>Beach Amusements to</b> <b>Utilize a Portion of the</b> <b>City Parking Lot –</b> <b>Conditions Revised</b>	<b>Originator:</b>	
	Mayor	
	City Council	
	City Administrator	
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	AS
	Finance Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Water/Wastewater Supervisor	
	Other:	
<b>COST:</b> N/A		

**SUMMARY STATEMENT:** *During the June 5<sup>th</sup> meeting the Council approved SUP 2017-07 since that time the city has sought the advice of our attorney to research whether or not this action is considered a gift of public funds. It was recommended that the city require Long Beach Amusements to pay a monthly fee for the use. This has been illustrated in the amended special use permit approval letter.*

**RECOMMENDED ACTION:** *Approve SUP 2017-07 allowing temporary use of City property with the additional condition to pay the city a monthly fee.*

**TEMPORARY USE:** A land-use activity that occurs for a specific and limited period of time, typically authorized by a special use permit.

**12-11-14: SPECIAL USE PERMIT:** For events, uses, and other activities not specifically addressed by this title, an applicant may apply to the city council for a special use permit. The issuance of a special use permit is at the discretion of the city council. The city council may impose such conditions as are deemed necessary to mitigate impacts including, but not limited to, noise, lighting, traffic and hours of operation. A special use permit shall not be used to permanently permit a use that would otherwise be prohibited by the zone district in which the property is situated. A special use permit shall have an expiration date that is no more than one (1) year after the approval date. Upon application, the city council may grant a single extension of a special use permit.





June 20, 2017

Post Office Box 310  
115 Bolstad Avenue West  
Long Beach, WA 98631  
**Telephone: 360-642-4421**  
fax: 360-642-8841  
[planner@longbeachwa.gov](mailto:planner@longbeachwa.gov)

Long Beach Amusements  
Chris Summerer  
PO Box 836  
Long Beach, Washington 98631

**RE: Case No. SUP 2017-07, Special Use Permit  
Use of City Parking Lot for Commercial Use – Located Directly to the East of 402 5<sup>th</sup> St  
SE in the OT-Old Town Zone**

Mr. Summerer,

At its regularly-scheduled June 19, 2017 meeting, the Long Beach City Council heard and **CONDITIONALLY APPROVED** your request to utilize the 50 X 135 sqft portion of the city parking lot directly to the East of your business. Please keep in mind that is a public lot with utilities near. If the city needs to access those utilities at any time we may ask you to remove a portion of the amusement.

The City's approval is subject to the following conditions, which are **mandatory requirements**. If you do not comply with these conditions, the City will rescind your approval and you will have to immediately stop sales and, within 10 days return the property to a condition as good as or better than existed prior to your using it as part of your business operations:

1. Keep and leave the site clean.
2. The area must be fenced.
3. Permission from the City of Long Beach prior to altering the site in any way.
4. Provide the city with proof of insurance, naming the City of Long Beach as an additional insured.
5. The use of the lot is only allowed through October 31, 2017 and in order to utilize the space again next year you must apply and go through the Special Use Permit process again.
6. Pay the city \$100 per month for every month of use.
7. Execute a hold harmless agreement indemnifying the City for liability at the subject property during the term of the Special Use Permit. The hold harmless agreement required by the City is attached as Exhibit A.

Congratulations on your approval, and thank you for your continued commitment to Long Beach.

Sincerely,

Ariel Smith  
Director, Community Development

## **Exhibit “A”**

### **CITY OF LONG BEACH HOLD HARMLESS**

The following outlines the City’s agreement with Long Beach Amusements for the use of a 50 x 135 square foot portion of the city parking lot.

The Long Beach Amusements are responsible for the following actions/procedures:

1. The Long Beach Amusements agrees to indemnify and hold harmless the City of Long Beach from and against any and all claims, demands, liabilities, judgments, losses and damages including, but not limited to, costs, expenses, and attorney fees for damage to property or bodily or personal injuries resulting in whole or in part from the negligence, intentional wrongful act or omission, or failure to comply with applicable laws, rules, regulations, standards, and ordinances, committed by an employee, contractor, or agent of the Long Beach Amusements.

Long Beach Amusements: \_\_\_\_\_

Representative’s Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

TAB - D







**CITY COUNCIL  
AGENDA BILL  
AB 17-43**

**Meeting Date: June 19, 2017**

**AGENDA ITEM INFORMATION**

<b>SUBJECT:</b> <i>Case No. SUP 2017-08 Request by the Long Beach Amusements to put 2 Food Trucks on their property</i>	<b>Originator:</b>	
	Mayor	
	City Council	
	City Administrator	
	City Attorney	
	City Clerk	
	City Engineer	
	Community Development Director	AS
	Finance Director	
	Fire Chief	
	Police Chief	
	Streets/Parks/Drainage Supervisor	
	Water/Wastewater Supervisor	
	Other:	
<b>COST:</b> N/A		

**SUMMARY STATEMENT:** *Long Beach Amusements is interested in purchasing two food trucks to add behind the Carnival Gifts shop illustrated in the attached map. These trucks would be carnival inspired foods, one would be a “candy trailer” and the other would be a “pizza trailer”. They would be placed on property owned by Long Beach Amusements and would operate in conjunction with the rides. Whether or not the trucks would require water service has not been determined as the trucks haven’t been purchased yet and therefore have not been through any kind of health inspection.*

**RECOMMENDED ACTION:** *Approve SUP 2017-08 allowing the placement of two food trucks on or near 106 4st St SE, subject to conditions.*

**TEMPORARY USE:** A land-use activity that occurs for a specific and limited period of time, typically authorized by a special use permit.

**12-11-14: SPECIAL USE PERMIT:** For events, uses, and other activities not specifically addressed by this title, an applicant may apply to the city council for a special use permit. The issuance of a special use permit is at the discretion of the city council. The city council may impose such conditions as are deemed necessary to mitigate impacts including, but not limited to, noise, lighting, traffic and hours of operation. A special use permit shall not be used to permanently permit a use that would otherwise be prohibited by the zone district in which the property is situated. A special use permit shall have an expiration date that is no more than one (1) year after the approval date. Upon application, the city council may grant a single extension of a special use permit.





**Case No. SUP 2017-08**

**Location Map**

Long Beach Amusements

106 4<sup>th</sup> Street SE

Special Use Permit: Food Trucks in the OT Zone



# APPLICATION FOR DEVELOPMENT APPROVAL

Return to Long Beach City Hall, 115 Bolstad Avenue West, PO Box 310, Long Beach, WA 98631

## APPLICATION TYPE (circle those that apply)

Plat: short -- long Boundary Line Adjustment Variance: zoning -- shoreline -- critical areas Binding Site Plan  
Conditional Use Special Use Shoreline Substantial Development Other \_\_\_\_\_

## APPLICANT INFORMATION

Name LB Amusements Telephone 360-642-3482  
Mailing Address PO box 836 Long Beach Wa Fax 360-642-2678  
E-mail Rfmaize@aol.com

## PROPERTY OWNER INFORMATION (if different)

Name Chris Summerer Telephone 503-791-1029  
Mailing Address PO box 961 Long Beach Wa 98631 Fax 360-642-2678  
E-mail summerer@aol.com

## PROPERTY INFORMATION

Site Address 402 S Pacific Hwy Plat Name \_\_\_\_\_  
Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_ Acres \_\_\_\_\_ Zoning \_\_\_\_\_  
Lender \_\_\_\_\_ Telephone \_\_\_\_\_  
Current/Prior Use of Property Amusement rides

## PROJECT INFORMATION

Architect/Designer \_\_\_\_\_ License/Cert \_\_\_\_\_ Telephone \_\_\_\_\_  
Engineer \_\_\_\_\_ License \_\_\_\_\_ Telephone \_\_\_\_\_  
Surveyor \_\_\_\_\_ License \_\_\_\_\_ Telephone \_\_\_\_\_

Design Review Required? ☐ Yes (separate application required) ☐ No  
SEPA Checklist Required? ☐ Yes (must be submitted w/ application) ☐ No

### Project Type (check or fill in all that apply)

☐ Single Family Residential # of lots \_\_\_\_\_  
☐ Multi-Family Residential # of dwelling units \_\_\_\_\_  
☐ Commercial type \_\_\_\_\_ building square feet \_\_\_\_\_  
☐ Other Non-Residential type \_\_\_\_\_ building square feet \_\_\_\_\_

Does the proposal create a new tax parcel or divide property ownership? ☐ Yes ☒ No  
Is the subject property located within 200 feet of any surface water? ☐ Yes ☒ No  
Does the proposal involve or require crossing or filling of any wetland, drainage system, or ditch? ☐ Yes ☒ No  
Is the property located in an area subject to flooding? ☐ Yes ☒ No  
Are there existing structures or infrastructure or utilities on the property? ☒ Yes ☐ No  
Does the proposal require displacement, removal, or placement of materials in excess of 50 cubic yards? ☐ Yes ☒ No  
Does the proposal change the existing land use classification of the subject property? ☐ Yes ☒ No

**NOTE:** The City of Long Beach assumes no responsibility to notify applicants of state or Federal permit requirements. If you believe your project may require a state or Federal permit, relay that information to the Long Beach Community Development Department.

**ATTESTATION:** I hereby certify that I prepared or directed preparation of this application, and that to the best of my knowledge the information provided is complete, accurate, and a true representation of the proposal. I understand the City of Long Beach relies on the representations made herein in determining whether this application may be approved, and that false, inaccurate (including missing) information may result in severe consequences, including and not limited to the removal at my expense of any site improvement constructed under this application. I further attest that I have legal authority to submit this application, and I agree to comply with any and all conditions of approval related to this development proposal.

APPLICANT SIGNATURE Chris Summerer DATE 6/15/17  
OWNER SIGNATURE Chris Summerer DATE 6/15/17

Office Use Only Received by \_\_\_\_\_ Amount of fee paid \_\_\_\_\_  
Date \_\_\_\_\_ Project No. \_\_\_\_\_



Subject:  
Special Use Permit Request

For: LB Amusements

Purpose: To put 2 food carts on our property in conjunction with the amusement park to help accommodate our customers as they enjoy the rides. This is the environment that tourists expect with carnivals and amusement parks. We are a brick and mortar business in Long Beach and believe that we will be attracting more people to the community. When Long Beach is in its season there isn't enough of a sit down restaurant or fast food environment to properly support the need. This is primarily a light offering to tide people over to meals. We also believe we will be extending into evening and attracting later business to the downtown area.  
This summer





TAB - E





## City of Long Beach Activities Report

May 2017

Water Dept.

Call Outs - 1 ( Shut Off )

Meetings - 8 Staff / Home owner ( New Construction ) / Contractors ( New Home Construction )  
/ HD Fowler / Jakes Birthday Festival / Sandsations Festival / PUD / County DPW.

Safety Meetings - 1 ( Personal Protective Equipment Video & Policy Review ).

Plant Management - Paperwork / ordered parts / time cards / Monthly DOH Report / Monthly  
DMR's. / Monthly Report / Bills / Engineer Evaluations / Flushing Notices.

Customer Service - 3

Locates - 18

Re-reads - 6

Install New Meters - 1 (Re-install)

Meter Removal - 2

Meter Repairs - 13

Hydrant Maint. - 1 ( Weedeating / Brushing / Pressure washing )

Shut Off's - 3

Turn On's - 4

Res. Checking - 2

Leak Repairs - 4 ( Pioneer Rd west / 31<sup>st</sup> & L PI / Washington Ave N / City Hall )

Leak Investigations - 4

Equipment Cleanup - 4

System Samples - Weekly entire system.

Samples to Lab - 1

Training -

Other Activities -

Reading Meters. ( Long Beach )

Cleaning Sidewalks ( Hwy 103 )

Painting Sidewalks.

Weedeating Town.

Cold Patching Town.

Fixed plumbing under city hall. ( 3 Leaks )

Festival set up & tear down ( Surf Perch festival / Loyalty Day Parade / Small Beach Run )

Ordered New Tapping Machine.

Weedeating Hydrants.

Pressure Washing Hydrants.

Flushing Hydrants.

Valve Investigations.

## City of Long Beach Activities Report

May 2017

Wastewater Dept.

Call Outs - 1 ( RAS pump #2 jammed )

Meetings - 0

Safety Meetings - 1 ( Personal Protective Equipment Video & Policy Review )

Plant Management - Monthly DMR's / D.O.E. sludge site soil samples / Reviewed all sludge site & bio-solids paperwork.

Customer Service - 3

Locates - 18

Hauling Sludge - 27 loads.

Lift Station Checking - Daily Action.

Lift Station Wash down - 2      Cleaning Headworks - 2

Samples - Daily Action.

Samples to Lab - 2

Pump Maint. - 4

Sink Hole Investigation - 4

Main Repairs - 1

Equipment Cleanup - 4

Training - Kris B took WWTPO 2 exam.

Matt W still in WWTP training.

Other Activities –

Weedeated all lift stations.

Sludge truck repairs. ( Rear Axle Rockers )

Weedeated plant grounds.

Plant wash down and alge control.



# **Parks - Streets - Storm Water May Monthly Report**

## ***Monthly***

Safety Meetings

## ***Bi-Monthly***

Staff Meetings

## ***Mondays and Fridays***

### ***Street Sweeping***

Backpack Blowing of sidewalks and brick parks

Boardwalk and dune trail Maintenance

## ***Thursdays***

Mowing mini parks and ball fields

## ***Daily***

Restroom maintenance

Garbage maintenance

## ***Festivals***

Loyalty day parade

Perch derby

- 1 .Loyalty day parade set up and tear down.
2. Painted parking stalls at Stanley field and Installed curb stops
- 
3. Painted the lines at the Fire hall
- 
4. Put up wind screens around beach Pavilion
- 
5. Put up new light pole replaced the one that was hit.
- 
6. Repaired drinking fountain at Sid Synder restroom
7. Fail mowing shoulders of roads
8. Weed eating around town
9. Changed the events on the banners across the Hwy

10. Fertilized mini parks and Ball fields
11. Added wood chips to Culbertson playground
12. Installed new drinking fountain on Boardwalk
13. Perch derby set up and tear down
14. Set up for 24 team girls fast pitch tournament
15. Charged all the sprinklers to the parks and planters
16. Put up the hanging baskets



May 2017

# Operator's Newsletter



## From the Executive Directors Desk

*By Tracey Hunter*

Every two years the Board of Directors Executive Committee changes officers. Several years ago we adopted an order of succession to some degree, allowing our current Board Vice President to advance and become the Board President. Before I introduce our new executive committee I would like to thank our Past Board President, Don Zuern, for his hard work and dedication. Don Zuern is the Water & Wastewater Supervisor for the City of Long Beach. Don has been with the City for over 25 years. He is also a volunteer fire fighter and is the coach of his daughter's numerous athletic teams. Needless to say Don is a busy man, yet he still took the opportunity in 2012 to apply for the open board position in his district. Don became Board President roughly 2 years after being appointed. Don has great vision and heart for this association; we were all lucky to have him serve as Board President the last two years!

Our 2017-2019 Board Officers are President Shawn Davisson, City of Okanogan, Vice President Shawn O'Dell, Washington Water Service, and Secretary Treasurer Ross Read, Port of Grays Harbor-Satsop Business Park. Shawn Davisson has been with the City of Okanogan since 2001 and became Public Works Director in 2010. Shawn took his seat on the

ERWoW Board of Directors in the Fall of 2013 and became Board Vice President in March of 2015. Shawn and his wife Tiffany, have two young boys and he has three step daughters. He is also on the Okanogan School Board. When he isn't busy with all his work and volunteer commitments, Shawn enjoys camping, hunting, fishing, snowmobiling and golf. In fact if you come out to our Annual Golf Scramble at our Fall Conference, you might be lucky enough to see Shawn tee off. Congratulations Shawn! We're looking forward to a wonderful two years with you at the helm.



Don Zuern, Past Board President



Shawn Davisson, Current Board President



## **LBPVB –Monthly Destination Marketing Report April 2017**

**Web** Traffic: Visits -30,556 Unique Visitors –21,787. 64.5% new visitors. Total hits – 78,279

13,960 referrals to member websites

4 new blogs:

4-4-17 Dungeness crab art: Take home a piece of the coast <https://funbeach.com/dungeness-crab-art-2017/>

4-11-17 Perfect pairing: Live music & the Long Beach Razor Clam Festival  
<https://funbeach.com/live-music-david-j-razor-clam-festival/>

4-18-17 Dungeness Crab Country: Drop a pot & catch your own <https://funbeach.com/dungeness-crabbing-from-land-2017/>

4-25-17 EV drivers: Get a charge out of the Long Beach Peninsula <https://funbeach.com/ev-charging-station-long-beach-peninsula-april-2017/>

**Social Media : Facebook:** \* 11,399 likes as of 5-1-17. Fourth month of +100 growth.

### **Top posts in April**

#### **Top posts in April:**

1. Clammers grab your shovels 4.11.17 (25,725 reached) +1,100 engagement
2. Big news: Razor clam digging opens 4.11.17 (20,853) +1,000 engagement
3. Increased limit – up to 25 4.25.17 (16,961)
4. Jack's Country Store is a family ... (10,638)
5. New #LongBeachWA tentative dig dates (10,053)

**Twitter:** \* 1087 followers as of 4-30-17 Total impressions in April 21.9K

**Instagram:** \* 832 followers as of 4-30-17.

**Consumer Direct E-Newsletter** Delivered to 13,485 subscribers. April continued to see +20% open rate and +10% click rate. It was opened by 20.9% of recipients and clicked on by 12%. Both solid and well above industry standards. <http://myemail.constantcontact.com/Spring-into-Summer-Fun.html?soid=1115090527827&aid=EzQy1rat11c>

**PublicRelations : Earned Media:** Northwest Travel & Life, The Daily World, Peninsula Daily News, The North Coast News, Travel Writer Rants and Raves, King 5, Art of Living on the Road, The Daily News, Local Talk, The Oregonian, The Columbian, thereflector.com, The Columbian, KCTS9 OPB, Peninsula Daily News, KXRO, Thurston Talk, Undercurrent News, The Olympian, The News Tribune, Centralia Chronicle, Seattle Times, KOIN, OPBfm, The North Coast News, OPBfm, Oregonian, OregonLive.com, Seattle Times Weekender, The Daily News, OPB, ExperienceWA, OnTrak magazine, The Columbian, Peninsula Daily News, KCBY, Fox5, The Daily World, Grays Harbor Talk, Seattle Times, 1889 Magazine, Edible Seattle, The Columbian, OnlyinYourState.com, Navy, Seattle Times x3, PTLeader.com, YahooNews.com, The Spokesman-Review, The Scotsman (feature article in Scotland's national newspaper - met writer at media reception at Lon World Travel Market in Nov. of 2016)

**Press Visit:** MJ Cody and Molly Solomon from OPB.

**Industry event:** Northwest Travel Writers Conference April 23-16

**Visitors Center** – 1604 in April, an increase of 164 over March, but down considerably from April of 2015. Year to date there were 4,346 visitors to Seaview VC which is the fourth highest year ever. Satellite visitors center in Chinook School Events Center open Thurs. – Sun. 10am – 4pm had 35 visitors in April.

**Collateral Production and Distribution** - 14,110 pieces of VB produced collateral distributed in addition to digital/electronic copies distributed/downloaded via social media and web.

**Leads fulfillment** - TGF – 539

**Industry partnership/promotion/advocacy:** Wash. Tourism Alliance Board Meeting 4-13-17

Partnered with Jim Sayce, Pacific County EDC to host Steve Gibbs, PR rep. for Pew Charitable Trust Foundation advocating for National Parks R&M funding on area parks tour.

**Promotion:** Business networking tradeshow in Seattle 4-5-17 Seattle Bike Show 4/ 4-6/ 17 Outdoor and Adventure Show 4/ 4-6-17

**Professional development & training:** Digital Summit Seattle 3/27-29/17 Destination Marketing Association West, Technology Summit 3/15-18/17

**Tourism Metrics** – Unincorporated Pacific County collections were down dramatically, nearly 46% lower, for the month of April year over year (lack of clam digging?). Year to date was also down about 14% from the same time last year.

City of Long Beach lodging tax collections for the month of April were down about 18% from April of 2016, however year to date collections are about even with the same period in 2016. YTD sales taxes are very slightly above for the same period last year.

The lodging taxes collected in the City of Ilwaco in April were down about 17% from April of 2016, ytd collections are about even with 2016.

The City of Raymond lodging tax collections are still growing, up over 50% ytd over 2016.

The City of South Bend lodging tax collections ytd are up about 11% over 2016.



June 12  
2017

# STOP Drop and ROLL!

Dear Firefighters,  
Thank you for letting us visit  
The LVBVED! I enjoyed it  
a lot! It was nice to meet  
you and get a tour around  
the fire department. Thank  
you for the popcorn, the pizza,  
the soda AND the ice cream!  
I hope you guys can  
make that slide so you  
can get around easier.  
Come to think of it, I want  
to be a fire fighter when  
I grow up. I don't want  
to be a doctor or a  
stuffed animal creator...  
I wanna be a FIRE-  
FIGHTER! And also, thanks  
for letting us ride in  
your fire trucks! I loved it!  
Thank you for being  
volunteers to save us!  
your friend, Emily Herzberg

Teacher, Mrs. Anderson, 4th grade  
School, Long beach Elementary



